

Housing @ Hildreth House Committee (H@HHC)

Meeting Minutes – May 18, 2017

Members Present: Hank Fitek, Sue Guswa, Rick Maiore, Fran Nickerson, Victor Normand, Lucy Wallace

Guests: Bill Scanlan, Planner; Ben Osgood, TTI; Joan Eliyesil, *Harvard Press*; Erin McBee, Planning Board Chair; Marie Sobalvarro, Assistant Town Administrator

Meeting was convened at 8 AM.

Administrative: Minutes of May 4th were approved as amended.

TTI Proposal for Test Pits: Ben Osgood had previously submitted to Marie Sobalvarro an estimate in the amount of \$4,870 for doing test pits along the proposed roadway and house sites. In response to Rick Maiore's question to the Committee if this was a worthwhile expense, Victor Normand offered that it was a reasonable and justifiable expense and one that we would likely recover in the sale of the land. Rick had asked Pablo Carbonell his opinion ahead of the meeting and reported that Pablo's response was the same as Victor's. Since \$1,150 of the cost was for a backhoe and operator for 1 day, Lucy Wallace asked if we could use our own DPW machine and operator. Marie will look into it; Ben was comfortable with working with the Town's crew. A motion was made and unanimously approved that we accept TTI's proposal and expend up to \$4,870 to do the test pits. Ben hopes to do the test pits the week after Memorial Day.

TTI Plans: Ben reported that the preliminary site plan is nearly complete and will be ready to go to the Planning Board on June 19th. With approximately $.75 \pm$ acre from the Fire Department property, the development will be approximately 3.5 acres. The plan shows the exclusive use areas to be included with each unit. Sue Guswa asked about the size of the exclusive use area associated with unit #17 and suggested it be reduced to be the same size as the other exclusive use areas and the balance be considered common area. Ben agreed, noting the trees along the road way at this point will provide a nice buffer and entry into the development. This would be in addition to the other two common areas shown on the plan.

The one outstanding issue is relocation of the Fire Department's storage tent to a site closer to the Fire Station. Ben has tried to meet with Chief Sicard, but has not yet done so. Ben and Rick strongly advocate for providing access to the tent off the subdivision roadway. Sue suggested that the town own the subdivision roadway up to the entry from the roadway to the tent and that the homeowners' association would own the rest of the roadway. She also expressed concern about visibility of the tent from the roadway, and urged careful screening to protect not only the nearest units but also the appearance of the entrance to this development. The site plan will show the location of the relocated tent, its access, and associated grading and improvement of the area around it.

Victor suggested that the RFP include a requirement that the developer prepare the site and move the tent. Noting the need to store a couple of trailers adjacent to the Fire Station, it was suggested that the site around the tent be improved to accommodate the trailers too. This would have the added benefit of freeing up parking space adjacent to the Station for responding fireman.

Ben and Rick will try to meet with Chief Sicard in the next week to present these ideas and bring his concerns and possible solutions to our next meeting. Lucy suggested the Chief be invited to attend our next meeting as well.

Rick raised another issue to be resolved: connecting a private road to an existing private drive (Hildreth House driveway, which is own Town land) to a public way. In other words, the development's road would not directly connect to a public way, as required by zoning. Erin McBee reported that the overlay district zoning allowed for the development's road to connect the Hildreth House drive and, therefore, this would not be an issue.

Rick summarized the work to be completed by the end of June:

- Rick and Ben meet with the Chief Sicard ASAP
- Preliminary site plan to the Planning Board on June 19th
- Review and seek feedback on the proposed development from the COA at its next meeting
- Status report to Selectmen, including actions Selectmen will need to take, on June 20th

To meet these milestones, the following meeting dates were set:

- May 25 at 1 PM (if Rick and Ben have met with Chief Sicard)
- June 8 at 8 AM
- June 19 at 7 PM with Planning Board
- June 20 at 5 PM with COA
- June 20 at 7 PM with Selectmen

Sue will be away on May 25th, Lucy will be away on June 8th.

The meeting was adjourned at 9 AM.